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10-8-1987

University Faculty Assembly Minutes 10-8-87

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UNIVERSITY FACULTY ASSEMBLY

AGENDA

The University Faculty Assembly of Shawnee State University will hold a meeting of its members on Thursday, October 8, 1987, at 4:30 p.m., in Room 212 of Massie Hall.

- | | |
|--|----------------|
| 1. Call to Order | President |
| 2. Approval of Minutes | Secretary |
| 3. Communication/Correspondence | President |
| 4. Executive Board Reports | President |
| 5. Agenda Approval | President |
| 6. Committee Reports as Appropriate | |
| A. Committee on Committees | Anna Gampp |
| B. Educational Policies and Curriculum | Fred Law |
| C. Faculty Affairs | Valerie Kramer |
| D. Fiscal Affairs | Jim Kadel |
| E. Student Affairs | Jack Thomas |
| F. Faculty Development/Research and
Creative Activities | Phyllis Kegley |
| G. Facilities Planning | Larry Estepp |
| 7. Unfinished Business | President |
| 8. New Business | President |
| A. FDRCA Discussion Draft | Phyllis Kegley |
| B. Other | Open |
| 9. Adjournment | President |

RECEIVED

OCT 13 1987

MINUTES

OFFICE OF THE PROVOST

UNIVERSITY FACULTY ASSEMBLY

A meeting of the University Faculty Assembly was held on Thursday, October 8, 1987 at 4:30 p.m. in Room 212 Massie Hall. There were thirty members present.

CALL TO ORDER

U.F.A. President, Dr. Trampe, called the meeting to order at 4:30 p.m., Thursday, October 8, 1987.

APPROVAL OF MINUTES

Dr. Trampe asked that the minutes of September 24, 1987 be corrected to clarify that the EPCC is working on a policy relative to textbook ordering. Dr. Trampe asked if there were any other corrections to the minutes. In the absence of any further corrections, he declared the minutes approved.

COMMUNICATIONS/CORRESPONDENCE

No communications or correspondence were reported.

EXECUTIVE BOARD REPORTS

No report at this time.

AGENDA APPROVAL

No one asked that additional items be added to the agenda.

COMMITTEE REPORTS

Committee on Committees-Dr. Trampe

No report at this time.

Educational Policies and Curriculum Committee-Dr. Law

Dr. Law indicated that the EPCC's current work includes development of a textbook ordering policy, consideration of our athletic policies, and review of course outline formats.

Faculty Affairs Committee-Ms. Kramer

No report at this time.

Fiscal Affairs Committee-Dr. Kadel

No report at this time.

Student Affairs Committee-Mr. Thomas

No report at this time.

Faculty Development/Research and Creative Activities Committee-
Ms. Kegley

Topics will be introduced under new business later in the meeting.

Facilities Committee-Mr. Estepp

No report at this time.

UNFINISHED BUSINESS

Off-Campus Faculty Development

Ms. Phyllis Kegley opened discussion of the off-campus faculty development policy proposed by the Faculty Development/Research and Creative Activities Committee. She provided handouts reflecting an updated rationale statement and new budget sheet indicating that these three new pages replace the original two pages provided during Fall In-Service.

Ms. Kegley explained that the budget was based on the results of a survey conducted last spring by the committee. The faculty survey achieved a 70% return rate. Faculty who did not turn in a survey form will be eligible to apply for development funds and those who did turn in the survey will not be locked into their survey responses.

Ms. Kegley reviewed the three development options included in the proposal: (1) tuition reimbursement without workload reduction, (2) tuition reimbursement with workload reduction and (3) faculty leave with pay. She noted that the proposal includes guidelines, procedures and application forms and asked that faculty study this proposal and give her feedback prior to the October 15, 1987 meeting of the U.F.A.

Responding to a question, Ms. Kegley explained that the budget was based upon the responses to the spring survey. It was necessary to estimate salaries to the best of the committee's ability. The S.E.A. contract settlement and a possible increase in part-time pay would affect the salary estimates. Similarly, tuition estimates were based upon survey results.

When asked about the criteria that would be used in prioritizing development requests, Ms. Kegley indicated that it was the committee's hope that all requests could be granted during this transition period. If, at a later date, establishing priorities becomes necessary, the department chair and the FDRCA committee would study the justification provided by the applicant in terms of value to the individual, department and institution.

Concern was voiced relative to a FDRCA committee member applying for development funds. Should the matter be put to a vote, a conflict of interest situation might result. It was suggested that the individual might refrain from voting on his/her request or consider resigning from the committee.

A question from the floor indicated the presence of two typographical errors. (1) Within the document entitled Faculty Development-Tuition Reimbursement for Off Campus Classes (For Faculty Not Requesting Reduced Workload), number one of the guidelines section should indicate that an employee must have served a minimum of one year, not three years as stated. (2) Within the document entitled Faculty Development-Tuition Reimbursement For Off-Campus Classes (For Faculty Requesting Reduced Workload), number one of the guidelines section should indicate that an employee must have served a minimum of three years.

To clarify, Ms. Kegley summarized by stating that tuition reimbursement only requires one year tenure, tuition reimbursement with workload reduction requires three years' tenure, and leave with pay requires seven years' tenure. She added that the Ohio Revised Code dictates many of the policies relative to faculty leave with pay.

In response to a question, Ms. Kegley stated that the committee's proposal did not include funding that may be required to prepare faculty to teach the new integrated core courses. Dr. Addington suggested that it appears as if additional funds may be required as early as Summer Term 1988 to address this need.

Since seven year's service at an institution is required before one can apply for a leave with pay, the question arose as to whether or not teaching experience at Shawnee State Community College would be counted since the institution is now Shawnee State University. It appears reasonable that it would although the matter has not been investigated.

Ms. Kegley suggested that time is of the essence and asked that faculty study the proposal, provide her with feedback during the week, and be prepared to vote of the matter October 15, 1987 if possible.

Ms. Kegley indicated that she met with the Engineering Technologies Department Faculty Development Committee. They are interested in additional on-campus programs. Dr. Trampe mentioned that other divisions are assessing their development needs at present.

In response to a question, Dr. Addington suggested that the budget projection does not appear unreasonable considering the task to be accomplished. If part-time pay is increased, the budget could rise even higher. However, newly hired faculty are expected to have the appropriate credentials and should not require the degree of development presently necessary.

Ms. Kegley added that the budget reflects only a two-year period. However, the committee recognizes, and has so stated, that a five-year commitment is required in order to allow faculty to complete the necessary work.

Comments from the floor indicated that the length of time to complete a program of study varies with the program, that a long-term commitment on the part of the school is required, and that increasingly the divisions will need to assess their development needs and priorities.

Dr. Trampe asked that members be prepared to vote on the faculty development proposal at the October 15, 1987 meeting.

EPCC Proposals

Dr. Law indicated that the EPCC committee provided a proposed Mission Statement and a set of proposed policy and curriculum change guidelines to members during Fall In-Service. Dr. Addington read the Mission Statement and Dr. Law stated that he would like members to vote to accept the Mission Statement on October 15, 1987.

NEW BUSINESS

Asked why each committee was placed on the agenda when few had a report, Dr. Trampe explained that the U.F.A. Constitution mandates the agenda format. However, in order to avoid needless repetition this Fall, we will recess rather than adjourn some meetings. In this way, we can continue to discuss or vote upon items the following week without asking for a report from each committee.

RECESS

The meeting was recessed at 5:05 p.m. and will resume on Thursday, October 15, 1987 at 4:30 p.m. in Massie Hall room 212.